

## Pennsylvania Right to Know Act Request: Automated License Plate Reader (ALPR) - Adoption, Use, and Data Retention Policies (State College Area Police Department)

65978-98818577@requests.muckrock.com

Thu 12/13/2018 3:30 PM

To: policerecords <policerecords@statecollegepa.us>;

State College Area Police Department  
RTK Office  
243 South Allen Street

State College, PA 16801-4864

December 13, 2018

To Whom It May Concern:

Pursuant to the Pennsylvania Right to Know Act, I hereby request the following records:

Materials related to this agency's acquisition of, access to, preservation of, or disclosure of automated license plate readers (ALPR) or ALPR data:

1. Policies related to the adoption of ALPR technology, including those guiding the procurement process or necessary administrative obligations before acquisition.
2. Training policies, requirements, and materials for automatic license plate reader system operators.
3. Databases used to compare data obtained by the automatic license plate reader system.
4. Policies related to the retention and security of captured ALPR data, including those regarding:
  - the length of time after capture that data may be preserved
  - exceptions to general data preservation policies
  - internal data security and access
  - data destruction
5. Policies related to the sharing of captured ALPR data by this agency with other agencies, including those directing:
  - the manner in which another agency may request data
  - the circumstances under which captured data may be shared, and
  - the responsibilities of the recipient agency in regards to data retention and use.
  - access by this agency to data obtained by automatic license plate reader systems not operated by the law enforcement agency.

Please also provide the number of requests made by outside agencies, if applicable.

6. Policies related to the sale of data or the sharing of data with non-law enforcement actors.
  - If applicable, please provide all agreements between this agency and non-law enforcement actors.

7. Policies regarding oversight of automatic license plate reader system use.

8. Audit Reports

9. Policies related to maintenance and calibration.

Please also provide maintenance and calibration schedules and records for the system on file.

10. Any other policies or reports on subjects related to automatic license plate reader system use by the agency.

The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within 5 business days, as the statute requires.

Sincerely,

Dave Maass

Filed via MuckRock.com

E-mail (Preferred): 65978-98818577@requests.muckrock.com

Upload documents directly: [https://www.muckrock.com/accounts/agency\\_login/state-college-area-police-department-529/automated-license-plate-reader-alpr-adoption-use-and-data-retention-policies-state-college-area-police-department-65978/?uuid-login=073b82c8-9bf9-418c-aab1-43b00b9829e8&email=policerecords%40statecollegepa.us#agency-reply](https://www.muckrock.com/accounts/agency_login/state-college-area-police-department-529/automated-license-plate-reader-alpr-adoption-use-and-data-retention-policies-state-college-area-police-department-65978/?uuid-login=073b82c8-9bf9-418c-aab1-43b00b9829e8&email=policerecords%40statecollegepa.us#agency-reply)  
Is this email coming to the wrong contact? Something else wrong? Use the above link to let us know.

For mailed responses, please address (see note):

MuckRock News  
DEPT MR 65978  
411A Highland Ave  
Somerville, MA 02144-2516

PLEASE NOTE: This request is not filed by a MuckRock staff member, but is being sent through MuckRock by the above in order to better track, share, and manage public records requests. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.



Borough of State College  
"A Home Rule Municipality"

## STATE COLLEGE POLICE DEPARTMENT

243 South Allen Street

Phone 814-234-7150  
Fax 814-231-3070

State College, PA 16801  
www.statecollegepa.us  
police@statecollegepa.us

JOHN F. GARDNER  
Chief of Police



December 14, 2018

Dave Maass  
[65978-98818577@requests.muckrock.com](mailto:65978-98818577@requests.muckrock.com)

Dear Mr. Maass:

Thank you for your written request to the State College Police Department for information pursuant to the Pennsylvania Right-to-Know Law. On December 13, 2018 you requested the following records:

Materials related to this agency's acquisition of, access to, preservation of, or disclosure of automated license plate readers (ALPR) or ALPR data.

Policies related to the adoption of ALPR technology, including those guiding the procurement process or necessary administrative obligations before acquisition.

Training policies, requirements, and materials for automatic license plate reader system operators.

Databases used to compare data obtained by the automatic license plate reader system.

Policies related to the retention and security of captured ALPR data, including those regarding:

The length of time after capture that data may be preserved

Exceptions to general data preservation policies

Internal data security and access

Data destruction

Polices related to the sharing of captured ALPR data by this agency with other agencies, including those directing:

The manner in which another agency may request data

The circumstances under which captured data may be shared, and

The responsibilities of the recipient agency in regard to data retention and use.

Access by this agency to data obtained by automatic license plate reader systems not operated by the law enforcement agency.

Please also provide the number of requests made by outside agencies, if applicable.

Policies related to the sale of data or the sharing of data with non-law enforcement actors.

If applicable, please provide all agreements between this agency and non-law enforcement actors.

Policies regarding oversight of automatic license plate reader system use.

Audit Reports

Policies related to maintenance and calibration.

Please also provide maintenance and calibration schedules and record for the system on file.

Any other policies or reports on subjects related to automatic license plate reader system use by the agency.

Your request for records is denied under the Pennsylvania Right-to-Know Law Act 3 of 2008 because no such records exists within the possession, custody or control of the State College Police Department. Automated License Plate Reader's (ALPR) are not used and not contracted to be used by the State College Police Department. Given that Automated License Plate Reader's are not used or possessed by the State College Police Department, policy, databases, training, retention schedules, internal and external information sharing, agreements, audit reports, maintenance and calibration schedules are records that do not exist responsive to this request.

Though no records exist that can be provided to fulfill your request, we must inform you that you have the right to file an appeal if a written request for access to a record has been denied or deemed denied.

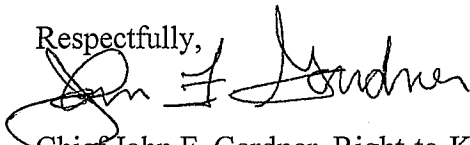
An appeal regarding non-criminal investigative records should be submitted in writing to the following:

Erik Arneson, Executive Director  
Commonwealth of Pennsylvania  
Office of Open Records  
333 Market Street, 16<sup>th</sup> Floor  
Harrisburg, Pennsylvania 17101-2234  
[earneson@pa.gov](mailto:earneson@pa.gov)

If you choose to file an appeal, you must do so within fifteen business days of the mailing date of the agency's response, or within fifteen business days of a deemed denial, Section 1101.

If you have further questions, please call Chief John F. Gardner, Right-to-Know Officer. Please be advised that this correspondence will serve to close this record with our office as permitted by law.

Respectfully,

A handwritten signature in black ink, appearing to read "John F. Gardner", is written over the word "Respectfully,".

Chief John F. Gardner, Right-to-Know Officer  
Chief of Police  
243 South Allen Street, State College, Pennsylvania 16801  
Phone: 814-234-7161